



DEPARTMENT OF THE NAVY

HUMAN RESOURCES OFFICE
NEW ORLEANS, LA 70142-5200

IN REPLY REFER TO:

HRONOLAINST 12792.1A

Code 00

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HRONOLA INSTRUCTION 12792.1A

Subj: EMPLOYEE WELLNESS

Ref: (a) 5 U.S.C. 7901
(B) OCPMINST 12792.4 DTD 2/14/92

1. Purpose. To provide guidance on the establishment of voluntary civilian physical fitness and preventive health programs.

2. Cancellation. HRONOLAINST 12792.1

3. Background. References (a) and (b) provide regulatory information and guidance on this subject. These references are available for review in the Human Resources Office (HRO). This instruction provides operating information to HRO New Orleans serviced commands and labor organizations. It also serves as notice for appropriate bargaining purposes as specified in applicable labor agreements.

4. Information

a. In accordance with references (a) and (b), each Federal activity is encouraged to use available local programs to promote health maintenance, disease prevention, and physical fitness among employees. Wellness promotion encourages enhanced performance, minimizes absenteeism and other health related problems, and strengthens the Navy's ability to recruit and retain a qualified staff.

b. Activities may encourage physical activity through use of local Morale, Welfare, and Recreation (MWR) facilities. Employees may use non-duty time, including lunch period, flexible work schedules, and annual leave, to the extent practicable to participate in fitness and health maintenance activities.

c. Official time may be authorized for employees to participate in physical activities to help them meet approved job-related medical standards or physical requirements. At the discretion of the activity head, official time for participation may also be granted, for short period, in officially sponsored and administered programs.

d. In some instances available appropriated funds may also be used for authorized health services programs. This option should be used judiciously because of the potential impact to activity budgets.

5. Action. Questions regarding the establishment of wellness programs or fitness activities can be addressed to (HRO) New Orleans Customer Service Teams, servicing HRO field offices at Fort Worth, Pascagoula, or Millington. Activities with unions must satisfy bargaining obligations before implementation of physical fitness or preventive health programs.


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Distribution:

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